

PLANNING YOUR MOVE

Your family support and travel planning considerations will considerably influence your comfort and readiness for a fun but challenging year. Be sure to review the “Family Programs” site on the AWC webpage [<http://www.au.af.mil/au/awc/family.htm>] and review the many links on the 42d FSS website <http://www.42fss.us/index.html>

<http://www.knowthecommunity.com/> provides a great overview of the local “River Region.” The best information will come from within...don’t forget to query your classmates for their housing, schooling and community recommendations. To aid in this dialogue, we’ve created both a private “[AWC Class of 2014](#)” Facebook site for your Class, and a separate private Facebook site for “[AWC Class of 2014 Spouses](#)”

Class Reporting Dates	FIRST 30 SELECTEES*	ALL OTHER USAF STUDENTS
Report No Earlier Than	1 July 2013	8 July 2013
Report No Later Than	12 July 2013	19 July 2013
In-processing	16 July 2013	22 July 2013
Class Start Date	15 July 2013	23 July 2013
Class Graduation Date	22 May 2014	

* AWC will notify First 30 selectees of their selection in April 2013

1. **ORIENTATION PROGRAMS:** Inbound students may need to report early to Maxwell AFB to attend mandatory or voluntary pre-course Orientation programs
 - A. **INTERNATIONAL MILITARY STUDENTS** will attend a mandatory 7-week Preparatory Course at AWC. Contact the International Officer School for details
 - B. **AIR RESERVE COMPONENT (ARC) AND ARMY, NAVY, AND MARINE STUDENTS** have mandatory, funded, orientations. Contact your Faculty Advisor for details. Note: some prior students travelled without families or just with spouse... there is no babysitting available and limited distractions for children
 - C. **CIVILIAN STUDENTS** (both DoD & non-DoD/Interagency) are offered an optional AWC orientation. DAF and DoD civilian attendance is centrally funded. **Inter-Agency civilians should strongly consider attendance...contact your Agency POC for approval & travel funding.** Note: some prior students travelled without families or just with their spouse...no babysitting available/limited distractions
 - D. **FIRST 30 PROGRAM:** Approximately 30 students (USAF AD & ARC, the senior inbound civilian student, the senior inbound International student, and the Senior Army, Navy, Marine, and Coast Guard students) will be selected and notified in early March to report one week early to attend a mandatory AWC orientation & indoctrination program from 15-19 July. Thereafter, they will serve as Class of 2014 leadership cadre & lead the Class’ private organization

- 2. BRINGING DEPENDENTS AND FAMILY:** Assignment to Air War College entails nightly study and preparation, and support of student projects and activities which may impact time available for family interaction and personal balance. While most married students elect to bring their family to AWC, a significant number elect to arrive without their families and reside locally as “Geo-Bachelors” for the 10 month AWC academic year
- A. GEO-BACHELORS:** US military students who elect to leave their family at their current duty location may request a Basic Allowance for Housing (BAH) waiver to receive “with dependent” BAH based upon their dependent’s location. So doing will also limit such PCS entitlements as dislocation allowance, temporary lodging expenses, per diem, and HHQ shipping entitlements. Contact your local finance office for guidance (AFI 36-3020, Family Member Travel para 2.3.3); submit [link](#) to apply (this can be submitted at your current duty station)
- B. INTERNATIONAL STUDENT AND FAMILY SUPPORT:** The Spaatz Center International Officer School (IOS) offers several programs to ease the transition of our International Friends and their families to their one-year visit to the United States while attending AWC. These include a household item loan program, an orientation to introduce family members to the local area and become acquainted with American customs, and a six-week course to help international spouses become more proficient in the English language and American customs. See [link](#) for additional information on these programs
- C. CHILD CARE:** AWC students, including federal civilian employees, are authorized use of the on-base Maxwell AFB Child Development Center ([CDC](#)) located less than a quarter mile from AWC, or at Gunter AFB approximately 9 miles away. See [link](#) for a brochure. Both CDCs take children 5 years old and under...space is limited. Contact the CDC at DSN 493-6667 or commercial (334) 953-6667. The Maxwell AFB [Youth Center](#) supports children aged 5-18...contact DSN 493-6292 or (334) 953-6292
- 3. HOUSING OPTIONS:** AWC students face a variety of housing options. Links and planning considerations follow; contact the affected POC and make use of the AWC Class of 2014 [Facebook page](#) to help make the best decisions for your family
- A. INTERNATIONAL STUDENTS AND FAMILY:** Housing options vary, depending on bilateral agreements and whether the student will be accompanied by their family members. International students who bring their children will live off-base. Contact the Spaatz Center International Officer School ([IOS](#)) for details
- i.* It may be possible to arrive without family and bring your family, later

B. HOUSE HUNTING: US military students are authorized to take permissive TDY (PTDY) for house-hunting ONLY if they have: 1) not already taken PTDY for house-hunting prior to departing your current duty station; 2) obtained prior approval for early reporting from AWC/DA; and 3) have not already signed a rental agreement or purchased a home. You may request up to 8 days PTDY for this purpose...if approved your RNETD must be changed. Once you sign a rental agreement or purchase a home, permissive TDY will cease. If you show up to AWC having already signed a rental agreement or purchased a home, do not expect to take PTDY. PTDY for house-hunting will not be approved retroactively

C. ON-BASE HOUSING:

i. FAMCAMP: The 42d Force Support Squadron manages an on-base campground located approximately 4 miles from AWC, offering 71 full trailer hook-up sites, laundry and bath facilities, and other amenities. Inbound AWC students can make reservations in advance for the duration of the course. See [FAMCAMP flyer](#) and [42FSS website](#); call dsn 493-5161 or commercial (334) 953-5161 for reservations or queries

- NOTE: FAMCAMP residents qualify for **space-available** access to on-base dependent schools; school access is not guaranteed

ii. Privatized Military Family Housing: Contact the Maxwell-Gunter Housing Management Office (HMO) to apply for on-base housing or info on on-base and off-base housing options. **PCS orders are NOT required to apply for on-base housing.** Contact HMO at DSN 493-5718, commercial (334) 953-5718 or <http://www.housing.af.mil/maxwell/index.asp>

On-base military family housing is privatized and located approximately a quarter mile from AWC. AWC students, **including unaccompanied students who desire to live alone or with roommates**, may apply to live in on-base military family housing...accompanied families will have priority for available housing. Maxwell Family Housing, a Hunt Military Community, owns the family housing and is responsible for maintaining, repairing, constructing and managing the community. See <http://www.maxwellfamilyhousing.com>

Homes in the community are metered and a portion of the utilities are paid by the resident. The Property Management Office will receive the tenant's full BAH through allotment, with a portion being applied to rent and a portion being applied to utilities. All tenants are given a utility allowance, which varies depending on the area that is applied

toward the utilities. If one's utility bill is over the utility allowance, then the tenant must pay the difference. If one's utility bill is under the utility allowance, then a credit will be issued to the tenant

- Those electing to live in on-base privatized family housing must sign a tenant lease agreement with Hunt Military Communities
- If you plan to apply for on-base privatized base housing, complete the DD Form 1746, which you can obtain from your local housing office or download from the Maxwell HMO site
- While HMO will accept applications anytime, **we recommend interested students to apply no later than 31 March**
- Hunt Military Community will notify applicants by mid-April
- Housing applications will be accepted after the 31 March deadline to compete for any newly-available housing options

D. OFF-BASE HOUSING:

- i. Roommates:* Each year, a number of unaccompanied AWC students elect to live off-base, often rooming with one or more fellow AWC students. Consider leveraging the AWC Class of 2014 Facebook site to seek/find a roommate or locate living options prior to your arrival
- ii. Automated Housing Referral Network:* AHRN.com is a nationwide DoD-sponsored website focused on listing vacant housing for rental or purchase by incoming military and their families. The website directly connects service members with local property managers via the internet, often facilitating a door-to-door move saving time, expenses and headaches. See <http://ahrn.com/>. Consider leveraging the AWC Class of 2014 Facebook site to query fellow classmates who may already live in the Maxwell area about neighborhoods and properties of interest
- iii. Maxwell-Gunter Housing Management Office (HMO):* The Housing Management Office (HMO), located about a quarter mile from AWC, provides personalized service to assist in locating suitable housing in the local community. Contact the HMO as soon as you know you are moving. The HMO government housing team will provide you the latest information on the local housing situation and offer complete referral services and relocation assistance to make sure you find a quality place

to live. Support services range from helping members understand their lease agreements and the necessity for a military release clause to assisting in resident and landlord dispute resolution, among many others. The HMO also maintains information on Alabama landlord and tenant laws, and access to AHRN.com and several other property management sites. **Contact [HMO](#) at DSN 493-5718 or (334) 953-5718 immediately for info on housing options (PCS orders are NOT required)**

4. DEPENDENT SCHOOLS:

- A. ALABAMA BLUE CARD (VERIFICATION OF IMMUNIZATIONS):** Alabama State Law requires all school-age children to have an Alabama Blue Card. The Maxwell Immunization Clinic will be on-hand during AWC In-processing to assist AWC students to complete the Alabama Blue Card application. AWC students can also visit the Maxwell Immunization Clinic directly for this purpose
- i. *Proof of Immunization:* To obtain a Blue Card, AWC students must provide the Immunization Clinic an immunization record for each dependent family member registering for school
 - ii. *POC:* Maxwell Immunization Clinic, DSN 493-5731 or (334) 953-5731
- B. PRIMARY & SECONDARY SCHOOLS:** See the AWC webpage Family Program page <http://www.au.af.mil/au/awc/family.htm> **Schools & Colleges** section for detailed data concerning options, homeschool considerations, local school districts, contact data, and application dates. For additional details about the on-base elementary and middle schools at Maxwell AFB, see [link](#). FAMCAMP residents are not guaranteed space within the base school district for their dependents
- i. *School Liaison Office (SLO):* The Maxwell AFB (SLO) can provide you additional information on Montgomery, Autauga and Elmore school districts. The SLO acts as the liaison between the military community and county/school administrators, provides consultation services regarding school education, and provides transition information on other school districts for Maxwell AFB families who are PCSing. Call DSN 493-3799 or commercial (334) 953-3799 to speak to the SLO
 - ii. **If interested, apply for Magnet Schools prior to 31 January 2013!**
- C. UNDER-GRADUATE AND GRADUATE EDUCATIONAL OPPORTUNITIES FOR ADULT FAMILY MEMBERS:** As the Capitol of Alabama, the City of Montgomery contains a wide variety of collegiate education opportunities for your family members. These include Alabama State University, Auburn University, Troy State University in Montgomery, Faulkner University, Huntington College, and the University of Alabama. See the "Family Programs" link on the AWC webpage [<http://www.au.af.mil/au/awc/family.htm>] for links and additional information

5. **MEDICAL CONSIDERATIONS:** Maxwell AFB has no on-base emergency room. The Maxwell AFB Clinic can only attend to minor injuries on a space-available basis. The Montgomery area is serviced by two major public hospitals (Baptist Medical Center and Jackson Hospital), while Prattville is serviced by the Prattville Baptist Hospital
6. **AUTOMOBILE/MOTORCYCLE:** Advice from previous students is to bring or locally-purchase a vehicle for your AWC assignment. Bus service to the base is extremely limited. Shopping malls and other major shopping areas are approximately eight miles from base. Air University policy authorizes DoD civilian and military students "POV More Advantageous to the Government" benefit for the AWC course. Bicycling to class is possible from Montgomery, although the city has no bike lanes, and narrow streets
7. **HOUSEHOLD GOODS (HHG)/SHIPPING:** For detailed local procedures, see [link](#)
 - A. **HHG MANAGEMENT:** HHG management for DoD personnel is centrally managed online via the <http://www.move.mil/home.htm> website
 - B. **NON-TEMPORARY STORAGE:** In-resident students are **not** entitled to non-temporary storage (NTS) of household goods at Maxwell AFB (base housing residents may have additional benefits). However, you can place household goods into NTS **without restriction** at your current base for the duration of your assignment to Maxwell AFB. Contact your local Transportation Mgt Office
 - C. **HHG DELIVERY SCHEDULING:** Local delivery may not be possible until after AWC has started. HHG delivery scheduling is complicated by 800+ AWC and ACSC student families arriving at approximately the same time. **NOTE: AWC policy does not authorize students to miss class for HHG delivery**
8. **OTHER PLANNING CONSIDERATIONS**
 - A. **LEAVE:** Coordinate leave plans with your current chain of command. **AWC will NOT authorize routine leave to students during academic duty days between in-processing and graduation.** Take sufficient leave at current duty station or during travel to ensure you do not arrive at AWC with excess leave (use or lose). Students will be authorized unrestricted leave during the December break
 - B. **AIRPORT CONSIDERATIONS:** Montgomery Regional Airport (MGM), located approximately 10 miles SW of Maxwell AFB, provides first-rate service to the region. However, MGM (<http://iflymontgomery.com/us/en/index.php>) services fewer flights and smaller aircraft, which may limit your inbound travel options.

Options: Some students have elected to instead fly into either Birmingham-Shuttlesworth International Airport (BHM, located approximately 2 hours north of Maxwell AFB in Birmingham Alabama <http://www.flybirmingham.com>), or to Atlanta's Jackson-Hartsfield International Airport (ATL, located 3 hours driving time east of Maxwell AFB, <http://www.atlanta-airport.com>), and find rental car or bus transportation to the Montgomery area. Note that you would "lose" an hour driving to Atlanta (Eastern Time Zone), but gain an hour if driving from Atlanta to Alabama (Central Time Zone). **Seek the advice of your Travel office!**

- C. **ON-BASE LODGING ("HOTEL"):** The University Inn on Maxwell AFB offers temporary lodging for students and families. Pets are **not** allowed in lodging
- Lodging reservations may be made in advance via (334) 953-3931, DSN 493-3931, or <http://af.dodlodging.net/property/Maxwell-AFB>. There are only 30 family-friendly Temporary Lodging Facility (TLF) units on-base
 - If lodging is not available on base, obtain a non-availability statement from the University Inn, which will provide a list of government contracted hotels
- D. **PETS/KENNELS:** Pets are **not** allowed in on-base lodging. See [link](#) for kennels
- E. **FORWARDING MAIL:** You can temporarily forward your mail to the Maxwell Post Office before you move into your local home. The forwarding address is: 550 East Maxwell Blvd #3000, Maxwell AFB, AL 36112
9. **REVIEW THE "REPORTING AND INPROCESSING" [LINK](#) ON OUR WEBSITE FOR CLARITY ON REPORTING-IN TO AWC AND AWC INPROCESSING**
10. **REVIEW THE "AWC LIFESTYLE" [LINK](#) IN OUR WEBSITE FOR INSIGHT INTO AWC IN-RESIDENT PROGRAM EXPECTATIONS, SPOUSE/FAMILY/VOLUNTEER OPPORTUNITIES, & DUTY UNIFORM INFORMATION, AND SOME THOUGHTS ON THE DAILY SCHOOL ENVIRONMENT THAT YOU WILL EXPERIENCE**